

MINUTES OF MEETING

RHODE ISLAND AIRPORT CORPORATION

BOARD OF DIRECTORS

WEDNESDAY, OCTOBER 19, 2016 AT 4:00 PM

IN THE MARY BRENNAN BOARD ROOM

T. F. GREEN AIRPORT

2000 POST ROAD, WARWICK, RHODE ISLAND

The meeting of the Rhode Island Airport Corporation (Corporation) Board of Directors was called to order by Chair, Jon Savage at 4:02 p.m., in the Mary Brennan Board Room at 2000 Post Road, Warwick, Rhode Island, in accordance with the notice duly posted pursuant to the Open Meetings Law.

BOARD MEMBERS PRESENT: Jon Savage; Russell Hahn; Deborah Thomas;

Chris Little; Greg Pizzuti and Heather Tow-Yick (arrived at 4:10 p.m.).

BOARD MEMBERS ABSENT: Michael Traficante.

ALSO PRESENT: Iftikhar Ahmad, President and CEO; and those members listed on the attendance sheet attached hereto.

1. Approval of the Minutes:

A motion was made by Mr. Hahn to approve the minutes of the Board

of Director's Meeting of September 29, 2016. The motion was seconded by Mr. Pizzuti.

The motion was passed unanimously.

2. Open Forum:

Mr. Savage asked if anyone present wanted to speak in Open Forum.

Mr. Spieth introduced himself as the President of the Rhode Island Pilot's Association and stated he would like to speak today as a representative of the Association's members. Mr. Spieth congratulated Mr. Ahmad on his appointment and wishes him a productive time here. Mr. Spieth stated he submitted a letter addressing a complaint against the increased hangar fees at North Central Airport and noted the fee has gone up twice in the past year.

Mr. Spieth stated he would also like to address the 2-hour minimum notification required to pull planes out of the hangar and to learn if the rule is more flexible than it seems. Mr. Spieth invited Mr. Andrade to attend the November meeting of the Rhode Island Pilots Association to discuss these matters and answer members' questions. Mr. Andrade stated he would attend the meeting. Mr. Savage thanked Mr. Spieth for his comments and asked Mr. Andrade to provide an update to the Board at the next scheduled meeting.

3. Report from the Interim President and CEO:

Mr. Ahmad presented the President and CEO Report and reported on the following:

- Mr. Savage officially welcomed Mr. Ahmad. Mr. Ahmad stated he is pleased to be here and is truly pleased to work with the wonderful team at RIAC and is looking forward to meeting the Board's expectations.**
- Mr. Ahmad stated passenger numbers for the month of September were up approximately 0.7% and up 2.46% year to date. Mr. Ahmad stated he and staff would be working on increasing air service in the coming years in a robust manner. Mr. Ahmad stated there will also be focus on the outlying airports. Mr. Ahmad reported seating capacity increases expected in October, November and December of approximately 8.8%, 8% and almost 10% respectively.**
- Mr. Ahmad reported RIAC staff attended the "What's Right About RI" event at the Warwick Mall over the weekend. Mr. Ahmad stated promotional items were given out and questions were answered about our role and our positive contributions to the state.**
- Mr. Ahmad reported an Honor Flight was held on October 1st and will be carrying 23 WWII veterans from PVD to BWI where they were transported to the WWII memorial, Korea, Vietnam and Lincoln Memorials and then returned back to PVD the same day.**

- **Mr. Ahmad reported the MS Jet Pull was held on September 24th on the northwest ramp. He noted that teams of 25 members competed in pulling a Boeing 757 the distance of 15 feet in the shortest amount of time. Mr. Ahmad stated over \$70,000 has been raised at previous events and proceeds from this year's event are still coming in.**

- **Mr. Ahmad reported a Citation jet ran off the end of the runway at North Central Airport. Mr. Ahmad reported the cause of the mishap is still under investigation and stated he is happy to report there were no injuries.**

- **Mr. Ahmad reported that a Newport member of the General Assembly invited RIAC to attend a public meeting next Wednesday to answer questions about local airport issues.**

- **Mr. Ahmad reported advertising campaigns are being run for Southwest's DCA service and American Airlines' service to Chicago. It was noted there is also a "book your holiday travel" campaign being run. Ms. Thomas stated the billboard placement is fantastic and the digital media promoting the airlines' services are fantastic.**

- **Mr. Ahmad reported the LAZ property closing was successful and all cars are off the lot. Mr. Ahmad stated there is interest in the acquisition of the property and RIAC is exploring the uses for the property to promote economic development.**

- **Mr. Ahmad reported an application has been submitted for reimbursement for the TSA In-Line Baggage Handling System. Mr. Ahmad stated staff has done a fantastic job of bringing awareness of this application to the headquarter level.**
- **Mr. Ahmad noted that the KPI's and Fiscal Year 2017 Action Items Status Report updates had been provided to the Board Members.**

4. Action Item:

(a) Consideration of and Action Upon Approval of a Consultant Task Order for Design, Bid and Other Related Services at Quonset Airport.

Mr. Frazier gave an overview of this item and noted the demolition of the old terminal will free up space for potential future use. The recommendation is that the Board authorizes the President and CEO, or his designee, to execute a Task Order with Stantec Consulting Services, Inc. in the amount of \$235,635, which is included in the Fiscal Year 2017 Capital Improvement Program budget, to provide Design, Bid and Other Related Services at Quonset Airport.

A motion was made by Mr. Little and seconded by Ms. Thomas to approve the following resolution:

WHEREAS, On July 1, 2016, the Rhode Island Airport Corporation (RIAC) entered into a Professional Services Agreement (PSA) with Stantec Consulting Services, Inc. (Stantec) to provide On-Call Airfield Engineering Services; and

WHEREAS, to date, two Task Orders totaling \$47,584 have been issued under this PSA; and

WHEREAS, RIAC staff negotiated a Scope and Fee with Stantec in the amount of \$235,635 to provide Design, Bid and Other Related Services at Quonset Airport for the Maintenance Facility Project; and

WHEREAS, this project consists of Data Collection, Conceptual and Final Design Services, Environmental Permitting, Bid Phase Services, and General Administration Services associated with the construction of a new 6,400 square foot maintenance facility at a new site location at Quonset Airport; and

WHEREAS, this project also includes the demolition of the existing “old” terminal building once the new maintenance facility is constructed; and

WHEREAS, the project is approved in the Fiscal Year 2017 Capital Improvement Program budget and is funded from the proceeds of the recent bond offering.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Board authorizes the President and CEO, or his designee, to execute a Task Order with Stantec Consulting Services, Inc. in the amount of \$235,635, which is included in the Fiscal Year 2017 Capital Improvement Program budget, to provide Design, Bid and Other Related Services at Quonset Airport.

The motion was passed unanimously.

A motion was made by Ms. Tow-Yick to amend the agenda to add an executive session item for information purposed only on a topic of discussions related to the acquisition of real property for a public purpose near T. F. Green Airport. Mr. Pizzuti seconded the motion.

By the following roll call vote the motion was passed unanimously.

YEAS: Jon Savage

Russell Hahn

Deborah Thomas

Heather Tow-Yick

Christopher Little

Gregory Pizzuti

NAYS: None

ABSTAIN: None

5. Executive Session:

At approximately 4:18 p.m. a motion was made by Ms. Tow-Yick and seconded by Ms. Thomas to go into Executive Session for the purpose of discussing the following items:

The Board will seek to go into Executive Session for the following stated purposes:

(a) Motion to Approve the Minutes of the Executive Session held on September 29, 2016 - R.I.G.L. § 42-46-5(a), (1), (2) and (7); and

(b) Investment of Public Funds Where Premature Disclosure Would be Detrimental to the Public Interest (Air Service Development) – R.I.G.L. § 42-46-5(a)(7); and

(c) Discussions Related to One Potential Non-Public Litigation Matter (Construction Dispute) – R.I.G.L § 42-46-5(a)(2); and

(d) Discussions related to the Acquisition of Real Property for a Public Purpose near T. F. Green – R.I.G.L. § 42-46-5(a)(5); and

(e) Discussion Regarding Job Performance - R.I.G.L. § 42-46-5(a)(1); and

(f) Motion to Return to Open Session.

At approximately 5:48 p.m., a motion was made by Mr. Hahn and seconded by Ms. Tow-Yick to return to Open Session.

The motion passed unanimously.

6. Post Executive Session Actions and Announcements:

(a) Motion to Seal the Minutes of the Executive Session Held on October 19, 2016.

A motion was made by Ms. Tow-Yick and seconded by Ms. Thomas to seal the minutes of the Executive Session in accordance with R.I.G.L. § 42-46-4.

By the following roll call vote the motion was passed unanimously.

YEAS: Jon Savage

Russell Hahn

Deborah Thomas

Heather Tow-Yick

Christopher Little

Gregory Pizzuti

NAYS: None

ABSTAIN: None

(b) Report on Actions Taken in Executive Session.

During the Executive Session a motion was made by Ms. Thomas and seconded by Mr. Little to approve the sealed minutes of the Executive Session held on September 29, 2016.

The motion was passed unanimously.

7. Future Meetings:

The next Board Meeting will be held on Wednesday, November 16, 2016 at 4:00 p.m., in the Mary Brennan Board Room, T. F. Green Airport, Warwick, Rhode Island.

8. Adjournment:

Mr. Savage moved to adjourn at approximately 5:49 p.m. Mr. Little seconded the motion.

The motion was passed unanimously.

Respectfully submitted,

Jon Savage, Chair
Rhode Island Airport Corporation

PUBLIC ATTENDANCE SHEET
RHODE ISLAND AIRPORT CORPORATION
MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, OCTOBER 19, 2016

NAME	AFFILIATION
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Peter Frazier	RIAC
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Patricia Goldstein	RIAC
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Brian Schattle	RIAC
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Alan Andrade	RIAC
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Liberty Luciano	RIAC
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Sherri Ann Penta	RIAC
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Doug Dansereau RIAC

Nicole Williams RIAC

Jeffrey Goulart RIAC

Annette Jacques RIAC

Paul McDonough RIAC

Eric Seabury RIAC

Randy Costa RIAC

Timothy Pimental RIAC

Bruce Wilde RIAC

David Cloutier RIAC

Dan Porter RIAC

Carla Ottaviano RIAC

Joe Ottaviano RIAC

Jeff Wiggin RIAC

Robert Goff New England Parking

Michael Spieth Rhode Island Pilots Association

The minutes of the Executive Session of the Board Meeting October 19, 2016 have been sealed in accordance with R.I.G.L. § 42-46-4.